

~~SECRET~~
Classification

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100140148-9

PREPARE IN DUPLICATE

DD5/OTR/ISS - 21

1. TITLE OF REPORT (If a fill-in report include Form No.)

Registration Statistics

2. TYPE OF REPORT

<input checked="" type="checkbox"/>	STATISTICAL
<input type="checkbox"/>	NARRATIVE
<input type="checkbox"/>	MACHINE-NAME LISTING

3. FUNCTIONAL AREA

<input type="checkbox"/>	PERSONNEL	<input checked="" type="checkbox"/>	TRAINING
<input type="checkbox"/>	LOGISTICS	<input type="checkbox"/>	SECURITY
<input type="checkbox"/>	MEDICAL	<input type="checkbox"/>	FINANCE

ADMIN. GENERAL
OTHER (specify)

4. NO. OF COPIES PREPARED

1 Stencil
149 Copies

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Weekly

6. DISTRIBUTION (No. of components not number of copies)

52

7. FORMAT (memorandum, form computer print-out, etc)

Form

8. ADP PROCESSING

<input type="checkbox"/>	YES	IF YES GIVE ADP PROCESSING NO.
<input checked="" type="checkbox"/>	NO	

9. DIRECTIVE AUTHORITY REQUIRING REPORT

Internal Directive

10. PREPARING COMPONENT (include lowest level contributing information to report)

OTR/ISS/AIR

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)

None (data obtained from Form 2633 - Temporary Course Roster Schedule of Courses)

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-05	3.60		3		10.80		52		561.60
GS-08	4.90		1		4.90		52		254.80
GS-13	9.10		1/2		4.55		52		236.60

B. COSTS OF COMPUTER PRODUCED REPORTS \$1053.00

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TOTAL COSTS PER YEAR

\$1053.00

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

ESTIMATED SAVINGS

<input checked="" type="checkbox"/>	RETAIN AS IS	<input type="checkbox"/>	OTHER (explain)
<input type="checkbox"/>	CHANGE		
<input type="checkbox"/>	DISCONTINUE		

MAN-HOURS	DOLLARS
0	0
	STAT

16. DATE OF INVENTORY

8 Oct. 1970

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

Production Control Specialist Automation

18. EXTENSION

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FORM 9-70

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(22-96-43)